1603 N. Broad Street | Morgan Hall South MS-0721 | Philadelphia | PA | 19122 | tel: 516.835.1255

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA Bachelor of Business Administration, Anticipated Graduation: May 2021 Major: Management Information Systems GPA: 3.6 | Business Honors Program | University Honors Program Dean's List, Fall 2017

### ACTIVITIES & AWARDS:

Johnson Kevin and Julie Johnson Scholarship Fund, 2018 Building Representative, Morgan Hall South Community Council, 2018 AP Scholar with Distinction, 2017 Fencing Coaches Award, 2017 Captain, Girls Varsity Fencing Team, 2016-2017

EXPERIENCE: Temple University, Philadelphia, PA

# Business Honors Student Association Events Associate January 2019 - Present

- Coordinate events according to the personal tastes and budgets of students, managing and exceeding expectations
- Identify and maximize methods to spend budgets effectively
- Contact and collaborate with other student organizations

### **Resident Assistant**

August 2018 - Present

- Develop a positive living environment designed to link community, faculty, and residents, often resolving conflict
- Promote academic excellence, address student needs, and encourage involvement among residents to support the mission of the University and the Department of Housing and Residence Life
- Market/Develop/Lead student centered hall programs to promote social, education, diversity, health, emotional, understanding and growth
- Budget and allocate money used for residence hall/floor events

# Temple Student Government Allocations Committee August 2018 - Present

- Allocate funds to 100+ student organizations
- Manage communications between organizations and allocations to ensure effectiveness and efficiency
- Ensure money allocated remained under budget

### **Residence Hall Office Assistant**

August 2018 - Present

- Manage intake, organize, and distribute incoming packages in a building of over 600 residents
- Act as first-hand contact for inquiries, including but not limited to, lock-outs, maintenance requests, packages, and other housing facilities

# SKILLS & LANGUAGES:

- Microsoft Word, Excel, and PowerPoint proficient
- Hindi and Spanish- Conversational